

ANTIQUÉ & SECONDHAND DEALERS APPLICATION

225 FIFTH STREET • SPRINGFIELD, OR 97477 • PH: 541-726-3753 • FAX: 541-726-3689



APPLICATION FEE: \$175.35 per Fiscal Year (Includes a 5% technology fee)
All fees are non-refundable

BUSINESS INFORMATION

| | | | | |
|---|--|---------------|-----------------------------|------|
| Business Name: | | DBA: | | |
| Business Address: | | City: | State: | Zip: |
| Business Mailing Address: <input type="checkbox"/> Same as above | | City: | State: | Zip: |
| Days and Hours of Operation: | | | | |
| Business Phone: | | Federal ID #: | State of Oregon Registry #: | |
| Contact Name: | | Phone Number: | Email Address: | |
| Describe the Nature of the Business: | | | | |
| Describe what you will be selling, buying, consigning and trading: | | | | |

BUSINESS OWNER AND CONTACT INFORMATION

| | | | | |
|--|--|-------------------|----------------|------|
| Applicant's Name: | | Phone Number: | | |
| Address: (No PO Box) | | City: | State: | Zip: |
| Mailing Address: <input type="checkbox"/> Same as above | | City: | State: | Zip: |
| Email Address: | | Driver's License: | Date of Birth: | |

PROPERTY INFORMATION

| | | | | |
|---|--|---------------|--------|------|
| Do you own or lease the property? Own <input type="checkbox"/> Lease <input type="checkbox"/> | | | | |
| Property Owner or Management | | | | |
| Name: | | Phone Number: | | |
| Address: | | City: | State: | Zip: |

SIGNATURE

Please note that we require a minimum of two (2) weeks to process the application. Incomplete or missing information will delay the review process.

The information provided on this form is true and complete to the best of my knowledge

| | | |
|-------------------------------------|--|---------------|
| Applicant's Name: (Please Print) | | Date: |
| Applicant's Signature: | | Phone Number: |

Expedited Fee – Additional 50% of Application Fee Yes Applicant's Initials _____

Expedited Fee is not a guarantee of approval; specific conditions may apply.

Payment must be submitted with application. Make checks payable to: City of Springfield

The Business License year is July 1st through June 30th of each year (Fiscal Year). Applications made during the business year are not pro-rated and are subject to the entire fee. A penalty of \$10.00 or ten percent of the license fee, whichever is greater, shall accrue for each month a business has operated without obtaining a business license. All Business Licenses are subject to a 5% technology fee. All fees are non-refundable and no license is transferable.